



2007  
*Virginia Career and Technical Education  
Creating Excellence Awards Program Forms*

*Individual Educator Award  
Group Educator Award*

- ◆ Local Administrator's Schedule
- ◆ Creating Excellence Awards Fact Sheet
- ◆ Project Summary (Teacher)
- ◆ Project Summary (Group)
- ◆ Local Certificate
- ◆ Judging Panel Evaluation Form
- ◆ Local Panel Statement and Career and Technical Administrator Comments



# Virginia Career and Technical Education Creating Excellence Awards Program Local Administrator's Schedule

## January 2007

- ◆ Introduce Virginia Career and Technical Education Creating Excellence Awards Program to your teachers.
- ◆ Copy and give teachers the following materials:
  - Creating Excellence Awards Program Fact Sheet
  - Project Summary (Individual Teacher and Group).
- NEW THIS YEAR: Teachers may submit an optional video clip of the project or activity. It must be submitted on DVD or CD and must not exceed 10 minutes in length.***
- ◆ Encourage response by highlighting excellent activities already in place in your locality.
- ◆ Inform local council and school board about the Creating Excellence Awards Program; ask for their support.
- ◆ Implement Creating Excellence Awards projects in your locality.

## March 15, 2007

- ◆ Collect project summaries from all teachers who participated in the Creating Excellence Awards Program.
- ◆ Order certificates for local winners from

CTE Resource Center  
2002 Bremono Road, Lower Level  
Richmond, VA 23226

Phone: (804) 673-3778  
FAX: (804) 673-3798  
Email: [info@cteresource.org](mailto:info@cteresource.org)

## March 15 - 30, 2007

- ◆ Set up local competition.
- ◆ Select judges. (Judges are often members of local advisory councils; they could be local business persons and community leaders. They should not be teachers or administrators from within the local school division or the Department of Education.)
- ◆ Distribute Creating Excellence Awards Program Fact Sheets and Judging Forms to panel members.
- ◆ The judges should select the following Creating Excellence Awards winners:
  - One individual teacher
  - One group
- ◆ The judges should carefully examine all entries and review them in accordance with the Creating Excellence Awards Program Fact Sheet. As noted, the most important aspect of each project should be its contribution to strengthening instruction in Career and Technical Education.

## April 6, 2007

- ◆ Complete local judging.
- ◆ Recognize all participants by distributing certificates.
- ◆ For projects selected for regional competition, complete Local Panel Statement and Career and Technical Administrator Comments and attach to project summaries.
- ◆ Forward the materials, including the optional video, on winners in the individual and group categories (one in each category) to the Virginia Department of Education.

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# *Virginia Career and Technical Education Creating Excellence Awards Program*

## *Individual and Group Educator Awards Fact Sheet*

### **What is the Virginia Career and Technical Education Creating Excellence Awards Program?**

- ◆ A voluntary program of recognition for all facets of Career and Technical Education in Virginia
- ◆ A program that challenges teachers to identify, initiate, and implement activities that provide exceptional classroom instruction or positive outcomes for students in Career and Technical Education
- ◆ A program that operates on three levels: local, regional, and state
- ◆ A program that has two major categories: 1) individual teacher activities and 2) collective or group activities

### **What are the objectives of the Creating Excellence Awards Program?**

- ◆ Improvement in student achievement
- ◆ Potential for improving Career and Technical Education
- ◆ Increased reinforcement and support of the Standards of Learning
- ◆ Innovation in the classroom
- ◆ Replication or adaptation by other educators
- ◆ Increased visibility of Career and Technical Education
- ◆ Strong ties to the community and business and industry

### **What activities make good Creating Excellence Awards Program projects?**

- ◆ Creating lesson plans and projects that enhance collaboration between core subjects and Career and Technical Education programs
- ◆ Improving student performance in the classroom
- ◆ Enhancing connections to the Standards of Learning
- ◆ Marketing Career and Technical Education to parents and students
- ◆ Expanding relationships with the business community
- ◆ Developing or expanding cooperative efforts between schools, school divisions, and community colleges
- ◆ Strengthening basic skills through the Career and Technical Education curriculum
- ◆ Targeting programs to meet the employment needs of the business community
- ◆ Using new technology in Career and Technical Education programs
- ◆ Strengthening the assessment and planning processes for Career and Technical Education
- ◆ Conceptualizing ideas that can improve any and all facets of Career and Technical Education
- ◆ Developing new teaching techniques

### **How does the process work?**

#### **At the local level . . .**

1. Career and technical educators select an activity or an area of focus as a Creating Excellence Awards project.
2. In March, instructors complete the project summary forms and submit them to their career and technical administrator. New this year, they may include a CD or DVD of their activities.
3. A local, external panel of judges reviews all Creating Excellence Awards projects.
4. All participants are recognized for participation. One individual teacher and one group are selected and are forwarded to the Virginia Department of Education for further consideration.

#### **At the regional level . . .**

5. The regional selection process has changed. A Virginia Department of Education-selected panel of judges reviews the individual and group projects submitted by each locality.
6. The panel selects one individual teacher and one group from each region for recognition and for consideration of the state-level award.

#### **At the state level . . .**

7. The VDOE also handles the selection of the state winners from among the regional selections.
8. The individual teacher and the group of teachers cited as making the most outstanding contributions to Career and Technical Education in Virginia will be honored through a statewide awards luncheon in June.

### **Why do we need this program?**

Excellence is the primary issue in education today. Career and technical educators should receive recognition for their exemplary contributions to this effort. The Creating Excellence Awards Program emphasizes the importance of excellence at the local, regional, and state levels while creating opportunities for teachers to enhance the quality of their programs.



# Virginia Career and Technical Education Creating Excellence Awards Program

## Project Summary (Individual Teacher)

Date \_\_\_\_\_

School Division \_\_\_\_\_

Teacher's Name \_\_\_\_\_

School \_\_\_\_\_

School Address \_\_\_\_\_

City/County \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Telephone Number \_\_\_\_\_

.....  
Please describe the Creating Excellence Awards program that you implemented in school year 2006-2007. Your comments must be limited to the space provided.

Project Title \_\_\_\_\_

.....  
**VIDEO (Optional):** You may submit a video clip of your project or activity, if you desire. It must be submitted on DVD or CD and must not exceed 10 minutes in length.

.....  
Description of the Project (Cite activities, describe how project enhanced instruction, note connections to the Standards of Learning, the community, or business and industry, and give other examples of completed objectives.)

Results of Project (If a continuing activity, comment on anticipated results.)

Implications for Project (Why is it important? Note how it might be replicated or adapted in other schools; describe how it improved your students' educational experience; and identify other results.)



# Virginia Career and Technical Education Creating Excellence Awards Program

## Project Summary (Group)

Date\_\_\_\_\_

School Division \_\_\_\_\_

Teachers' Names (or Name of Group) \_\_\_\_\_

School \_\_\_\_\_

School Address \_\_\_\_\_

City/County \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Telephone Number \_\_\_\_\_

.....  
Please describe the Creating Excellence Awards program that you implemented in school year 2006-2007. Your comments must be limited to the space provided.

Project Title \_\_\_\_\_

.....  
**VIDEO (Optional):** You may submit a video clip of your project or activity, if you desire. It must be submitted on DVD or CD and must not exceed 10 minutes in length.

.....  
Description of the Project (Cite activities, describe how project enhanced instruction, note connections to the Standards of Learning, the community, or business and industry, and give other examples of completed objectives.)

Results of Project (If a continuing activity, comment on anticipated results.)

Implications for Project (Why is it important? Note how it might be replicated or adapted in other schools; describe how it improved your students' educational experience; and identify other results.)



# Virginia Career and Technical Education

## Creating Excellence Awards Program

### 2007 Local Certificate of Recognition

Presented to \_\_\_\_\_

School Division \_\_\_\_\_

Project Title \_\_\_\_\_

\_\_\_\_\_  
Superintendent of Schools

\_\_\_\_\_  
Career and Technical Education  
Advisory Committee Chairperson

\_\_\_\_\_  
Date

\_\_\_\_\_  
Career and Technical  
Education Administrator



## Virginia Career and Technical Education Creating Excellence Awards Program Order Form

Please clip and return this order form to the CTE Resource Center, 2002 Bremo Rd., Lower Level, Richmond, VA 23226 • (804) 673-3778 • Fax (804) 673-3798

School Division \_\_\_\_\_

Career and Technical Education Administrator \_\_\_\_\_

School \_\_\_\_\_

School Address \_\_\_\_\_

City/County \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Telephone Number \_\_\_\_\_

Please send me \_\_\_\_\_ copies of the Creating Excellence Awards Certificate for Local Recognition.





\_\_\_\_\_ Individual \_\_\_\_\_ Group

# Creating Excellence Awards

## Judging Panel Evaluation Form

[illegible]

Total Points: \_\_\_\_\_

School Division: \_\_\_\_\_ Title of Project: \_\_\_\_\_

Region: \_\_\_\_\_ Panel Member: \_\_\_\_\_ Date: \_\_\_\_\_



# *Virginia Career and Technical Education Creating Excellence Awards Program*

## *Local Panel Statement and Career and Technical Education Administrator Comments*

School Division \_\_\_\_\_

Participant Name(s) \_\_\_\_\_

Project Title \_\_\_\_\_

Statements below may include a brief summary or opinion of the project and its merits; justification for award; recommendation for further competition.

Local Panel Statement:

Career and Technical Education Administrator's Comments: